

# City Council Agenda Preview

November 18, 2014

## ▶ **Presentations**

### ▶ Item 1: Recognition of 2014 Leadership Academy Graduates

- ▶ The City Council will recognize twenty-one residents who graduated from the 15<sup>th</sup> annual Lake Forest Leadership Academy. The graduates learned about Lake Forest's history, internal operations of the City, and future plans for the community.

## ▶ **Consent Calendar**

### ▶ Item 2: Certification of Warrant Register

- ▶ City Council reviews and approves payment of City invoices. City invoices totaled approximately \$1.6 million for the time period reviewed.

### ▶ Item 3: Waive Reading of Ordinances and Resolutions

- ▶ To save time, the City Clerk will read only the titles of any Ordinances and Resolutions on the public agenda.

### ▶ Item 4: Minutes of the Regular Meeting of the City Council Held on October 21, 2014

### ▶ Item 5: October Monthly Treasurer's Report

- ▶ The October 2014 Treasurer's Report provides information on the City's investment portfolio. All investments are in compliance with the Investment Policy.

### ▶ Item 6: Conflict of Interest Code - Amendment

- ▶ City Council may approve a resolution approving and adopting an amended conflict of interest code to address recent changes to the City's Classification Plan as a result of the 2014 Biennial Compensation and Classification Study. The proposed amendment adds new positions and deletes positions and reporting categories no longer used by the City. The public can review the proposed amended Code which, if adopted, will become effective immediately.

### ▶ Item 7: Award of Contract for Village Pond Park Final Design Services

- ▶ City Council may award a three-year contract to Nuvis Landscape for Village Pond Park Final Design Services in the amount of \$210,630. The scope of work includes preparation of plans and specifications incorporating the best practices to discourage over-population of waterfowl, a topographic survey, construction and bid assistance, a statement of probable costs and preparation of environmental reports.

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## ▶ **Consent Calendar (continued)**

- ▶ **Item 8: Award of Contract for Design Services for Whispering Hills Park**
  - ▶ City Council may award a \$41,155 contract to RJM Design Group for conceptual design services for Whispering Hills Park. The scope of work includes conducting workshops to develop conceptual designs to define proposed park amenities. The first workshop is anticipated in December with a Consensus Master Plan expected to be presented to Council for review and approval in Spring 2015.
- ▶ **Item 9: Approval of Measure M2 Expenditure Report**
  - ▶ The Orange County Transportation Authority (OCTA) requires the City to submit an annual expenditure report to account for M2 funds, developer/traffic impact fees, and funds expended. Voter-approved Measure M2 continues funding for transportation improvements until 2041. Prior to submitting the accounting to OCTA, staff is presenting a resolution for Council adoption of the M2 expenditure report. In Fiscal Year 2013-14, the City expended roughly \$1.3 million for street repaving and slurry seal projects citywide, \$45,094 on the Senior Mobility Program, and \$49,145 on water quality.

## ▶ **Public Hearings**

- ▶ **Item 10: Amendment to the Development Agreement Between the City and The Irvine Ranch Water District**
  - ▶ During the process of securing the regulatory permits for the proposed Civic Center site located near Serrano Creek, staff learned that a portion of the site previously dedicated by Irvine Ranch Water District (IRWD) will need to be preserved in its natural condition, thus moderately reducing the net developable area. The reduction in buildable area necessitates an amendment to the Development Agreement (DA) to clarify provisions relating to the size and configuration of the Civic Center site and associated terms. At this time, staff recommends the Council continue the public hearing off calendar to allow the City and IRWD to finalize the terms of the DA. Once finalized, staff will reschedule the amendment for City Council consideration at a noticed public hearing.

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## ► Discussion

- **Item 11: Portola Parkway Gap Closure Traffic Sensitivity Analysis**
  - City Council will receive a Portola Parkway Gap Closure Traffic Sensitivity Analysis Report that analyzes future traffic volumes with and without the completion of the 1.1 mile Portola Parkway Gap between the cities of Irvine and Lake Forest. The Sensitivity Analysis forecasts that the 1.1 mile segment of Portola Parkway would carry approximately 20,000 average daily traffic trips (ADT). Approximately 11,000 ADT would divert from the 241 Toll to use Portola Parkway. The remaining 9,000 ADT come from other roadways such as Alton Parkway and Irvine Boulevard. As additional traffic volume increases on City streets, traffic levels of service at certain intersections decrease to unacceptable levels. The Portola Parkway Gap Closure project would need further analysis to provide mitigation for these projected impacts before approving construction.
- **Item 12: Introduction of an Ordinance Adding Chapter 1.16 to the Lake Forest Municipal Code Relating to the Creation of an Administrative Citation Program**
  - City Council may approve a first reading of an ordinance establishing an administrative citation program to aid Code Enforcement in achieving compliance with Municipal Code requirements. If established, the program would allow for the issuance of administrative citations and administrative hearings for code violations prior to the initiation of litigation and the involvement of attorneys. The program is a compliance tool that could result in savings by reducing reliance on legal services to resolve relatively simple violations, and providing a higher level of recovery for the City's costs of enforcement. Further, it would ensure enforcement efforts are effective and appropriate for the specific violation.
- **Item 13: Consideration of City Council Travel and Expenditure Reimbursement Policy**
  - City Council will review proposed changes to the Council and Commission Travel and Expenditure Reimbursement Policy which is intended to clarify permitted expenses and define reimbursement limits consistent with the federal per diem rates. The policy specifically (1) identifies specific limitations in the areas of meals, incidental expenses, and gratuities, (2) prohibits co-mingling of personal and business expenses on a single receipt, (3) permits overnight accommodations when an official requires sleep or rest to safely perform their duties, and (4) limits reimbursements for meals when those are provided in conjunction with a business program and/or included in the cost of event registration. The Council may adopt the proposed amended policy, require further review, or maintain the existing travel policy unchanged. The proposed amended policy, if adopted, becomes effective immediately.

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## ▶ Discussion (continued)

- ▶ Item 14: Consideration of City Council Leadership Selection Process
  - ▶ City Council will review or amend the City Council Leadership Selection Process; a process that was adopted by minute order on July 17, 2012.
- ▶ Item 15: Total Legal Cost in the Case of Adam & Sherry Nick v. City of Lake Forest as of November 18, 2014
  - ▶ After receiving concurrence from the Council, staff is placing the total dollar amount of legal costs that the City has incurred to date in the case of Adam and Sherry Nick (Petitioners) v. City of Lake Forest for Council review. In July 2011, Adam and Sherry Nick filed a petition for Writ of Mandate challenging the issuance of a Determination of Public Convenience or Necessity (PCN Determination) by the City. The PCN Determination was requested by 7-Eleven, Inc. as part of its application to the State Alcoholic Beverages Control Board for a liquor license for a 7-Eleven proposed to be opened near Petitioners' store. The Trial Court entered an order in the City's favor, thereby denying the Petition. Petitioners filed an appeal of the judgment. An oral argument hearing on the appeal is set for December 16, 2014. As of November 18, 2014, the City has paid \$114,965 in legal costs.